



STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
ALARM SYSTEMS CONTRACTORS BOARD  
500 JAMES ROBERTSON PARKWAY  
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Website: <http://www.tn.gov/commerce/section/alarm-systems-contractors>

### **AGENDA**

#### **ALARM SYSTEMS CONTRACTORS BOARD NOTICE OF BOARD MEETING**

Davy Crockett Tower - Conference Room 1-B  
500 James Robertson Parkway  
Nashville, Tennessee 37243

**Thursday, December 10, 2015**

**9:00 A.M. (CST) BOARD MEETING - CALL TO ORDER – Vivian Hixson, Chair**

- **Roll Call – Cody Vest, Executive Director**
- **Agenda (*Review/Adopt*)**
- **Minutes 09/17/2015 Board Meeting (*Review/Approve*)**

**Legal Report – Ashley Thomas, *Assistant General Counsel***

**[Ex A] Complaint Review – Legal Issues**

**Administrative Report – Cody Vest, *Executive Director***

- [Ex B] Open Complaint Report**
- [Ex C] Disciplinary Action Reports**
- [Ex D] Monthly Reports**
- [Ex E] Legislative Update**
- [Ex F] Budget Update**
- [Ex G] Correspondence Review**
- [Ex H] Qualifying Agent Application Review**
- [Ex I] Alarm Employee Application Review**
- [Ex J] Appearances**

**Education Report – Beth Smith Bell, *Administrative Assistant***

**[Ex K] Course Review/Approval**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**ADJOURNMENT**

**The listed order of items and times on the agenda are subject to change, as the Board reserves the right to move to the next agenda items due to cancelations or deferrals.**

Board meetings will be conducted by permitting participation of the Board members by electronic or other means of communication if necessary. Any member participation by electronic means shall be audible to the public at the location specified above. The Department of Commerce and Insurance is committed to principles of equal access.

If you need assistance with attending this meeting due to a disability please contact the Department's

ADA Coordinator at 615.741.0481